

From: [Perez, Myra](#)
To: [Coltrain, Katrina](#)
Cc: [Flores, Raymond](#); [Gorostiza, Sylvia](#); [Kady, Thomas](#); jonathan.d.mcburney@lmco.com
Subject: RE: - CLP Region 6 Sample IDs, and Case Number for Wilcox for the wks of 11/30->12/18/15 - please reply
Date: Friday, November 13, 2015 10:46:08 AM
Attachments: [CASE45671.docx](#)

Hello.

The Case number for the Wilcox site is **45671**. The attached document is a draft pending approval from RPM for the Dissolved Metals (DM) analysis. This change will require the inorganic Modified Analysis (MA) to go out for re-solicitation. Container requirements and volumes will be forwarded once we receive information concerning the DM analysis.

Please review the number of samples per matrix per analysis listed in the attached document. If there is a discrepancy let me know ASAP. Indicate if you need Dissolved Mercury also.

The turnaround time is 21 days.

Please note the following news/changes/instructions:

- 1) R6 SMO Coordinator, Margaret Jarosz, has a different e-mail address:
mjarosz@csgov.com
- 2) Margaret, at this time, does not have a phone number. She can be reached by e-mail.
- 3) The sampler will e-mail a pdf copy of the **lab** COC to me, after shipping the samples (on the first day of shipping).
- 4) **Tags** – You indicated that you will not use tags. Please follow instructions in the attachments.
- 5) The sampler must **register** with SMO to access the portal:
Log in to the SMO Portal Site located at
<http://epasmoweb.fedcsc.com/smoportal> using your Username and Password.
If you do not have a Username and Password, register for access using your Organization.

The sampler must review the lab copy of the traffic report (COC) carefully before placing it inside the zip lock bag. Verify that the case number is listed on the TR, check that turnaround time (TA) and analysis are on the TR. Follow the instructions in the attached documents.

Contact ERT Software Support for questions concerning SCRIBE and to obtain any updates on the software.

ERT Software Support
Phone 1-800-999-6990
Fax - 732-321-6724
ERTSupport@epa.gov
www.ertsupport.org

Please call me at your earliest convenience, if you have questions concerning container and other CLP issues not related to SCRIBE.

Myra Perez
R6 CLP RSCC
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